

Introduction
to the
ARIZONA PIONEERS' HOME
for
Independent
Pioneers and Miners



THE MISSION OF THE ARIZONA PIONEERS' HOME IS TO PROVIDE A HOME FOR ARIZONA PIONEERS AND DISABLED MINERS THAT DELIVERS THE OPTIMAL PHYSICAL, EMOTIONAL, AND SPIRITUAL CARE IN A HOMELIKE AND COMPASSIONATE ENVIRONMENT. QUALITY CARE IS PROVIDED IN A PROFESSIONAL MANNER, PROTECTING DIGNITY AND HONORING THE PERSONAL DIRECTIVES OF EACH RESIDENT, WHILE CONSIDERING THE UNIQUENESS OF EACH INDIVIDUAL.

300 S McCormick St. Prescott, AZ 86303

Main: (928) 445-2181 FAX (928) 778-1148

Hello!

Thank you for your interest in the Arizona Pioneers' Home! First, I would like to share a little history with you and then we'll get into the details of who qualifies to live at the Arizona Pioneers' Home.

The Arizona Pioneers' Home is an assisted living facility operated and funded by the State of Arizona. The Home provides assisted living care and services to residents that meet the qualifications for admission are defined in state statute.

The Arizona Pioneers' Home began as the brainchild of three prominent Prescott citizens, A.J. Doran, Frank M. Murphy and Johnny Duke, to repay the faithful and longtime Arizona residents who helped pioneer and build the state. A.J. Doran sponsored a bill to create the Pioneers' Home in Arizona's Territorial Legislature in 1907. The initial bill failed, but it gained the full support of both houses two years later, and was signed into law by then Territorial Governor Joseph H. Kibbey, on March 11, 1909.

Frank M. Murphy donated four and a half acres in southwest Prescott as the building site, and later T.G. Norris donated adjacent land to the North. The original red brick three story building with porticos was designed by local Prescott architect, W.S. Elliot and built for \$25,000. The Pioneers' Home opened its doors on February 1, 1911, situated atop a granite promontory overlooking the City of Prescott, Arizona. A.J. Doran was named the first Superintendent and served from February, 1911 to August, 1912.

Initially the home was built to house 40 men, but in 1916, pursuant to the benevolent donation from W.S. Parsons, an addition of a women's wing was completed to provide for 20 women. Later, in 1929, the home was again expanded to include Arizona's Hospital for Disabled Miners.

Today the Home can care for up to 125 residents, and operates via appropriations annually through state land trusts. The current population of residents includes individuals from throughout the State of Arizona. Residents of the Pioneers' Home pay a portion of their care based on their income, which is deposited back into the general fund.

Now, the next page lists the Arizona Revised Statute that explains the requirements for who qualifies to live here at the Home. If you feel that you or your loved one meets the qualifications of a Pioneer or a Miner, please keep reading the explanation of the Admissions Application and the Frequently Asked Questions.

If you have questions or are ready to request an application, I'd love to hear from you.

Thank you,

Jeanette Means
Administrative Services Officer II
Arizona Pioneers' Home
(928) 277-2721
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<https://pioneershome.az.gov>

LET'S GET STARTED!

This packet has information for Independent residents, both Pioneers and Miners. Please read the section called "How Does the Pioneers' Home Define Independence?", to make sure you qualify as Independent. If you think you qualify as a Dependent resident (who can only be a Miner upon admission, not a Pioneer), then please give us a call our Administrative Services Officer at is 928-277-2721.

WHO CAN LIVE AT THE PIONEERS' HOME?

Two groups of individuals qualify to live at the Home as residents.

- ♦ Arizona Pioneer – ARS 41-923: Arizona Pioneer, meaning a person of good character (per A.R.S. 41-923) that meets the following guidelines:
 - Is and has been for a period of five years prior to his application for admission a citizen or legal resident of the United States.
 - Has been a resident of this state for not less than fifty years.
 - Has reached the age of seventy or more years.
 - At the time of admission, is ambulatory, has proper bowel and bladder control and is able to bathe, clothe and feed himself without assistance.
 - At the time of admission, does not require care in a hospital or in a skilled care or intermediate care nursing home.
 - An applicant for admission to the home shall submit to the superintendent a verified financial statement showing all assets and income, a social and health history and the results of a current medical examination on forms furnished or approved by the superintendent.
 - The superintendent may admit a person to the home when a full examination and investigation reveal that the person possesses the qualifications prescribed by this section.
- ♦ Disabled Miner - ARS 41-942: A person, under the order of the Governor, may be admitted to the Hospital for Disabled Miners who:
 - Has been a resident while in the occupation of mining in this state.
 - Is a citizen or legal resident of the United States.
 - Has reached the age of sixty years or more, and is financially unable to support himself, or has suffered incapacitating injuries arising from and in the course of mining.
 - Based on available space and funding, the governor may approve a person for admission to the hospital for miners with disabilities who has not yet reached the age of sixty years but otherwise qualifies for admission under subsection A.

- For the purposes of this section:
 - "Claim" has the same meaning prescribed in section 27-301.
 - "Mine" has the same meaning prescribed in section 27-301.
 - "Mining":
 - Has the same meaning prescribed in section 27-301.
 - Does not include performing executive, administrative, support or clerical functions for the owner or operator of a mine, unless a person who performs executive, administrative, support or clerical functions for the owner or operator of the mine had significant environmental exposure to mining activities that could be detrimental to a person's health.
 - Does not include activities performed by an owner of a private mining claim who did not actually work the claim.

HOW DOES THE PIONEERS' HOME DEFINE INDEPENDENT/INDEPENDENCE?

PIONEER: As a **NEW RESIDENT** admitted as a "Pioneer" you must complete a 60-Day Adjustment Period in which you must remain independent in order to become a permanent resident of the Pioneers' Home. In order to ensure understanding, we have developed the following so that you may understand what the Home considers independence/independent and what you need to be able to demonstrate to complete the Adjustment Period successfully. It is not all inclusive but covers most of what nursing will evaluate you on. Note: If due to illness or injury you temporarily require additional care such as the Arizona Pioneers' Home infirmary, hospital, or rehabilitation facility, once your independent abilities are regained, your 60-Day Adjustment Period may be extended by the number of days you were in the infirmary or out of the Arizona Pioneers' Home.

MINER: As a **NEW RESIDENT** admitting as a "Disabled Miner", physical or financial, we need to determine which level of care is appropriate for you. You will either live on one of the independent floors (1st or 3rd), or you will live in one of our two Infirmaries on the 2nd floor, North or South. In order to ensure understanding, we have developed the following so that you may understand what the Home considers independent and what you need to be able to demonstrate to successfully live on the 1st or 3rd floor. It is not all inclusive but covers most of what is expected of Independent residents. If the following description does not apply to you please ask for the Dependent Resident Introduction. The Director of Nursing and Superintendent will make the final determination of placement.

As a 1st or 3rd FLOOR PERMANENT RESIDENT, MINER OR PIONEER, you must maintain your independence in order to remain on what is considered an independent floor of the Home. The following criteria shall also be considered in determining if you should move to the 2nd floor for infirmary care.

- Able to demonstrate continence or ability to manage bowel and bladder incontinence independently. Able to change and dispose of soiled briefs or pads in a sanitary manner by placing in a sealed bag and placing in garbage container. Ability to clean self, clothes and linens if incontinent and/or use a urinal and disposing of urine in the toilet and rinse in designated station only. Room must remain odor free.
- Able to bathe or shower independently and safely twice weekly and shampoo own hair at least once weekly. Ability to enter into shower stall or tub, turn water to a safe temperature and exit shower stall or tub without assistance from any other person. Able to dress in clean clothes after bathing/showering.
- Ability to ambulate independently and safely (with or without walker and/or cane) from designated room to lobby, dining room, or North Infirmary. Able to ambulate safely outside of building to doctor appointments, work the elevator without assistance and navigate stairs in case of an emergency.
- Ability to locate important/significant areas of the facility - meaning your assigned room, nurse's station, lobby, restrooms and dining room without verbal or physical cues within two weeks of admission. Able to evacuate facility during an emergency with minimum verbal or physical cues.
- Able to maintain room cleanliness by keeping items picked up off of the floor, making bed daily, washing linens weekly & as needed, take garbage out to larger cans in the hallway, place

incontinence pads and briefs tied up in smaller bags into the larger cans. Small items must be moved out of the way in order for housekeeping to clean the floors each week.

- Ability to care for your physical needs without assistance from others. Able to bathe, toilet, transfer, ambulate, feed, groom and dress yourself without assistance from others. Must attend at least two of the three daily meals each day in dining room.
- Able to manage day to day activities both physically and cognitively without excessive verbal cues

WHAT LEVELS OF CARE DO YOU OFFER?

Only qualified disabled miners, physical or financial, are exempt from the 60-Day Adjustment Period in which a resident must remain independent in order to become a permanent resident of the Arizona Pioneers' Home.

- ♦ *Supervisory care services – General supervision, including daily awareness of resident functioning and continuing needs. The ability to intervene in a crisis and assistance in the self-administration of prescribed medication. The facility is to be available for emergencies, reminding, and knowing the whereabouts of the resident.*
- ♦ *Personal care services – Assistance with activities of daily living.*
- ♦ *Directed care services - Incapable of recognizing danger, summoning assistance, expressing need or making basic care decisions.*

IF YOU ADMIT AS A PIONEER: 60-DAY ADJUSTMENT PERIOD

- ♦ New residents (except qualifying miners), are admitted on a 60-Day Adjustment Period, calculated from the entrance (admission) date.
- ♦ An attempt is made for Pioneers who have not fulfilled the 60-Day Adjustment Period to have a roommate during the entire time. This is part of the Adjustment Period.
- ♦ During the first 60 days at the Arizona Pioneers' Home, a new resident is required to spend each night. This allows for sufficient time for a new resident to adjust to his/her new environment. During this period a resident is free to come and go during the daytime.
- ♦ At the end of 21, 45 and 60 days, the Quality Management Team evaluates how a new resident is adjusting to APH. If it is determined that a new resident is not meeting the requirements to successfully complete the 60-Day Adjustment Period, a 30-day notice is given the Resident and Resident Representative in which to make other living arrangements.

INFIRMARY CARE

If you become ill, injured or just need extra care at any point, you may temporarily or permanently be transferred to one of our Infirmarys.

- ♦ Residents needing additional assistance and monitoring will be assigned to a room in one of the Infirmaries for observation and assistance as needed. We have two infirmaries at the Arizona Pioneers' Home; they are known as the North and South Infirmaries.
 - South Infirmary: South infirmary is on the second floor and is staffed with both a Nurse and a Caregiver 24/7 to provide hands-on care and close monitoring. Depending on the needs of the resident and the rooms available, South Infirmary is often housed with residents who need extra assistance with tasks like bathing, reminders to eat, incontinence care; including overall health and wellbeing support.
 - North Infirmary: North infirmary is on the second floor and is divided into two wards, one for women and one for men. It is staffed with 1-2 Nurses and 2-4 Caregivers 24/7. North Infirmary is often housed with residents who need assistance with most or all activities of daily living; including overall health and wellbeing support. North infirmary is also equipped with ceiling lifts which allows staff to care for our residents who may have advanced conditions.
- ♦ What is the cost of Infirmary Care?
 - There is a monthly charge for Infirmary Care. A permanent move to the Infirmary will be billed the current rate at the beginning of each month.
 - The cost of Infirmary Care will be deducted from your account with an ACH withdrawal that is set up by the Accounting Department.
 - Wi-Fi: Is offered at zero cost to the resident.
 - Cable: Is included in the Infirmary charge of \$125.00

ROOM SIZE

- ♦ Generally double occupancy rooms provide a resident with space of about 8' x 15'.
- ♦ No two rooms are alike here at the Arizona Pioneers' Home due to our unique architecture and two additions to the original building that was built over 100 years ago. Rooms are not uniform in size and configurations with heaters, closets, toilet access and sinks will cause variations in both floor plans and living spaces. Not all private or shared rooms are equipped with a toilet and no rooms include showers – there are many bathrooms with both located throughout the building.

ROOMMATES/PRIVATE ROOM

- ♦ For all residents in double occupancy rooms compatibility is considered based on availability.
- ♦ New residents:

- Pioneers: After your 60-Day Adjustment Period, you may be given a choice of rooms if there is more than one space available.
- Miners: choose their permanent room upon admission.
- ♦ All residents sharing a room on the 1st or 3rd floor will automatically have their name placed on the private room waiting list. Private rooms are offered based on admission date. Some private rooms are restricted to those who can ambulate and have no difficulty using stairways and ramps in the event of evacuation. The Nursing Department will make the determination on a case-by-case basis. These rooms are not offered to those who do not meet these qualifications. The infirmaries have no private rooms.
- ♦ An attempt is made for Pioneers who have not fulfilled the 60-Day Adjustment Period to have a roommate during the entire time. This is part of the Adjustment Period.
- ♦ When an incompatibility situation arises between roommates that cannot be resolved, both residents will be moved.
- ♦ Upon admission, each resident signs a statement which reads, "I understand that I may be asked to move from one room to another and that I will do so willingly."

WHAT IS THE COST OF LIVING AT THE ARIZONA PIONEERS' HOME?

- ♦ If you are a qualifying Disabled Miner (physical or financial), you do not pay to live at the Pioneers' Home. The two charges you may incur, depending on your preferences and/or circumstances would be:
 - Cable: \$17.00
 - Infirmary: \$125.00.
- ♦ Pioneer Residents are required to pay, to the extent that they are financially able to do so, the cost incurred by the State of Arizona.
 - In determining a resident's payment:
 - Income from all sources is totaled.
 - Residents keep \$240.00 of their total monthly income for a monthly spending allowance (personal debt payments, cable, cell phone or car insurance payments, lunch out with a friend, etc.).
 - Then we give credits for the following (if they apply):
 - Supplement insurance/Part D insurance OR an Advantage Plan
 - Dental, Vision, Hearing insurance

- Burial Plan (only if currently paying for the plan) OR Life Insurance plan (only if currently paying for and the face value is under \$10,000)
- We then subtract the credits from the income and the remaining amount is what a person pays to live at the Arizona Pioneers' Home. This amount is also known as Payment for Care.

WHAT IF I OWN A HOUSE? (PIONEERS ONLY)

- ◆ If an applicant owns a house independently:
 - The Arizona Pioneers' Home will assess the Fair Market Value of the house and charge interest of 100% of the value and add this to the monthly income of the applicant/resident.
 - Any profits from the sale of a house or property (before or after admission to the Arizona Pioneers' Home), will not be considered as income.
 - If/when the house is sold (two years before or after admission), the interest earned on the monies from the sale of the house will be considered as income for two years after admission to the Home (whether or not the applicant/resident keeps the money).
- ◆ If the house is jointly owned between the applicant and any other person:
 - The Arizona Pioneers' Home will assess the Fair Market Value of the house and charge interest of 50% of the value and add this to the monthly income of the applicant/resident.
 - If/when the house is sold (two years before or after admission), the interest earned on the monies from the sale of the house will be considered as income for two years after admission to the Home (whether or not the applicant/resident keeps the money).

WHO PAYS FOR WHAT?

- ◆ Residents are provided medical care in the most cost-effective manner (A.R.S. §41-924.B). Statutes further read: If not covered by Medicare, the Arizona Pioneers' Home will not be responsible for any charges that occur.
- ◆ Any resident seeing an outside medical provider is directly responsible for billing and payments.
- ◆ Regardless of whom a resident selects for a provider, the insurance must cover deductibles and other costs not covered by Medicare or AHCCCS. The Arizona Pioneers' Home will pay Medicare Part D co-pay amounts for covered services.
- ◆ If treatments, medical devices and related items extend beyond the normal Medicare payment limits, the resident will be billed separately by the provider. The Arizona Pioneers' Home is not

responsible for medical and related expenses that exceed Medicare treatment guidelines. Exceptional costs are subject to review and approval by the Administration. Care providers are notified that the Arizona Pioneers' Home will not assume expenses beyond Medicare limits. Residents wishing to continue treatments that are not covered by Medicare will be responsible for payment of any related costs. Any questions residents have about specific services and procedures should be discussed with Nursing staff, Resident Services and the Accounting Supervisor before incurring the expense.

- ♦ Residents requiring specialty care that cannot be performed by the Arizona Pioneers' Home's contracted providers' may be referred to specialists and clinics that accept Medicare assignment when possible. Residents who refuse to use specialists who are covered by their insurance are responsible for any costs that are not covered by their insurance.

CAN I BRING MY CAR?

- ♦ One vehicle per resident is permitted. Residents may not keep a vehicle on the property if they do not drive.
- ♦ You must provide a spare key to the Business Office at the Arizona Pioneers' Home.
- ♦ A current Arizona driver's license, registration and insurance must be maintained.
- ♦ Residents may park in any available space around the building, except for those having a parking restriction.
- ♦ If your vehicle needs to be moved or towed, it will be at the owners' expense.
- ♦ There are no reserved parking spaces.

MEDICATIONS

- ♦ Drugs and medicine are dispensed to residents as prescribed by a medical provider.
- ♦ Residents are not permitted to keep any type of prescription or over-the-counter medication in their room unless approved by the nursing staff and ordered by the Primary Care Provider.

MEALS

- ♦ Three meals are offered each day, and snacks are available.
- ♦ Residents are offered choices from daily menus, which are modified as dietary needs direct.
- ♦ Residents may go at any time during dining times to be served. Serving times are:
 - Breakfast 6:30-8:30 am
 - Lunch 11:00 am-12:30pm

- Supper 4:00-5:30 pm.
- ♦ If space is available, guests may be accommodated for a small charge. A 24-hour notice should be given when requesting to have a guest. Lunch guests can be accommodated after 12 noon.

CHURCH SERVICES

- ♦ Our chapel is open at all times and we have regularly scheduled services from a variety of denominations are listed on the Activity calendar.

WHAT TYPE OF ACTIVITIES DOES THE PIONEERS' HOME OFFER?

- ♦ At the Arizona Pioneers' Home, you can be as active as you want to be! Here is just a sample of the activities that our Activities program offers.
 - Birthday parties
 - Bus rides and outings
 - Pet Visits
 - Movie Nights
 - Exercise Programs
 - Bocce Ball
 - Card games
 - Bingo
 - Musical Concerts
 - Karaoke
 - Visits from local school children and clubs throughout the area.
 - Shopping trip to a local store every week, such as Wal-Mart

LAUNDRY OPTIONS

- ♦ The Pioneers' Home Laundry Rooms:
 - We have two laundry rooms for resident use with washers and dryers that are not coin operated. Residents supply their own laundry detergent and dryer sheets.
 - The resident will be assigned a specific day of the week and time of day.
 - Sheets & towels:
 - If you choose to bring your own, you will be responsible for washing them.
 - If you use APH sheets & bath towels our staff will wash them.
- ♦ Contracted Outside Laundry Service (Paid for by the resident):

- The resident will receive 2 blue bags at a time.
- Laundry goes out on Monday and returns the following Monday.
- The rate is \$13.50 for the 1st 10 pounds.
- There is a 10-pound minimum.
- Anything over 10 pounds is an extra charge of \$1.35 per pound.
- **No blankets or sheets are allowed.**
- If a resident normally uses the laundry service, our staff will wash their sheets and blankets at no extra charge as long as they are marked with their name.
- The resident must have a Guest Account to use the laundry service.
- This service is billed to the Guest Account once per month.
- ♦ Family:
 - You can send your laundry home with a family member to do at their place and they can bring it back to you.
 - The resident will receive 2 red bags at a time.
 - The resident's laundry should be picked up to launder at least once per week.
 - The family should plan on returning the clean laundry with a reasonable turnaround time.

Infirmary: If a resident normally does their own laundry and is in the infirmary temporarily, our staff will do their laundry until the resident returns to their room, the laundry service is set up, or the family agrees to do the resident's laundry for them.

BEAUTY/BARBER SHOP

- ♦ We have an in-house Beauty/Barber Shop, located in the main lobby of the Home.
- ♦ The Shop serves both men and women.
- ♦ Residents may pay cash or use their in-house Guest Account to pay for Beauty/Barber Shop services.

PHONE LINE

- ♦ **Traditional Landline:** There is a phone jack in all rooms. Our Maintenance staff will test the jack to see if it is viable. If it is, you are welcome to have landline service in your room.
- ♦ **Wireless Home Phone (optional replacement for a Landline connection)** Wireless Home Phone is the name for a *specific type of connection (it comes as a box that is similar to a router)*. It uses various cell towers to create a network in which wireless devices can connect to the internet. Wireless Home Internet is alternative option to replace landlines. The main benefit: *it is*

typically a less expensive option and an easier way to move within the Home than a traditional landline.

- ♦ Residents have the option to have a landline or a wireless home phone. If you chose to have either in their room, you will need to contact the provider of your choice and have it set up. Landlines and wireless home phones are available at the resident's expense.

Wi-Fi

- ♦ Wi-Fi is the **network** that connects your wireless devices to each other and to the internet. Wi-Fi can grant access to the internet for multiple devices such as tablets, printers, and smart phones that are within the Wi-Fi coverage area. Without Wi-Fi, you'd need each device to be plugged into the wall.
- ♦ Wi-Fi is offered at zero cost to all residents.

CABLE

- ♦ The Home offers cable service for a monthly charge of \$17.00
- ♦ A list of the TV Channels is included in the back of this packet. This list is subject to change.
- ♦ The Home has a dedicated channel that provides information and updates that include the day's meals options, the day's activities, announces new residents, important announcements and much more!
- ♦ You may also use your streaming device (Fire Stick, Roku, etc.) and connect it to the Home's Wi-Fi.

APPLICATION FOR ADMISSION (PIONEERS AND MINERS)

The Application for Admission includes all documents that apply to both Pioneers and Miners. There are a few documents that only pertain to each status so they are in separate packets. Once it is determined which you qualify for, you will receive the appropriate packet.

- **Arizona Pioneers' Home documents Pioneers and Miners complete and sign at the time of the application:**
 - ☐ Admission Form
 - ☐ U.S. Citizenship Verification
 - ☐ Notice to Applicant of Intent to Obtain A Consumer Report
 - ☐ Disclosure Regarding Background Investigation
 - ☐ Acknowledgment and Authorization for Background Check
 - ☐ Resident Representative Contact Information
 - ☐ Primary Care Physician
 - ☐ Health Insurance Information
 - ☐ Authorization for Disclosure of Health Information (Arizona Pioneers' Home staff will request two (2) years of medical records from all providers)
 - ☐ Medical Provider List
 - ☐ 90-Day Determination (filled out by licensed medical provider)
 - ☐ History and Physical (filled out by licensed medical provider)
 - ☐ Pre-admission Eye Exam (filled out by licensed medical provider)
 - ☐ Pre-admission Dental Exam (filled out by licensed medical provider)
 - ☐ Mortuary Selection
 - ☐ Rules
 - ☐ Acknowledgements
- **Both Pioneers and Miners will need to supply copies of:**
 - ☐ The following cards, front and back
 - ✓ Social Security Card
 - ✓ Arizona Driver's License/Arizona Photo ID
 - ✓ Medicare card
 - ✓ Veteran's ID (if applicable)
 - ✓ Medicare card (if applicable)
 - ✓ Supplement insurance card (if applicable)
 - ✓ Medicare Part "D" insurance card (if applicable)
 - ✓ Advantage Plan insurance card (if applicable)
 - ✓ AHCCCS card (if applicable)

- ☐ Healthcare and Financial Directives –If you don't already have these documents filled out and signed by your designated Resident Representative(s), you can ask our staff for
 - ✓ Healthcare Power of Attorney
 - ✓ Mental Health Power of Attorney
 - ✓ Financial Power of Attorney
 - ✓ Living Will
 - ✓ DNR or FULL Code (You must choose one OR the other, do not fill out both.)
- **Insurance Requirements for both Pioneers and Miners**
 - ☐ A resident must maintain either VA coverage, OR an Advantage plan that includes Medicare Part D (Drug plan), OR Medicare Parts A & B and a supplemental plan that has a separate Medicare Part D plan, OR Medicare Parts A & B and AHCCCS coverage. All insurance coverage must be valid in Yavapai County.
 - ☐ A resident is required to maintain insurance coverage that covers the cost of prescription medication. If medication is not covered by VA or AHCCCS, the resident must maintain a Medicare Part D insurance policy while they are a resident of the Arizona Pioneers' Home. This must be either in a standalone Part D policy or part of an Advantage plan.
- **Consumer Report for both Pioneers and Miners:** Pursuant to A.R.S. 41-923(A, C) and in connection with your application for residency, we need to procure certain background information concerning the applicant which is contained in a consumer report. You have the right to decline authorization for us to procure a consumer report. *However, we will not consider you further for residency if you so decline.*
 - ✓ A.R.S. 41-923(A) A person of good character is eligible to be admitted to the Arizona Pioneers' Home.
 - ✓ A.R.S. 41-923(C) The superintendent may admit a person to the home when a full examination and investigation reveal that the person possesses the qualifications prescribed by this section.

MEDICAL FORMS (PIONEERS AND MINERS)

The applicant will need an appointment with his/her primary medical provider, to have the following filled out (by the medical provider) and returned with the application.

Please note: The 90-Day Determination form and all three pages of the History and Physical form must be filled out by hand, by the medical provider. If the provider writes, "See attached" and attaches medical records, we will have to send you back to the provider to have the form re-done.

☐ **90 Day Determination** - The Arizona Administrative Code section R9-10-807 requires that each applicant submit documentation of determination of their level of care that is dated within 90 calendar days before they are accepted by an assisted living facility

☐ **History & Physical**

☐ **TB Test/COVID-19 Vaccine Information**

- ✓ **TB:** Documentation must be from a licensed health care provider in the form of a tuberculin (TB) test or chest x-ray that is no older than 12 months.
- ✓ **COVID-19:** Before admission please disclose your COVID-19 vaccine status, and provide your CDC COVID-19 Vaccination Record Card if you have received the vaccine.

- **At this time, you will also need to schedule an eye exam, and a dental exam (regardless if you have dentures).** The following are Arizona Pioneers' Home forms that must be filled out and returned:

☐ **Pre-Admission Eye Examination**

☐ **Pre-Admission Dental Examination**

- ✓ **Dental:** Any pre-existing issues will be the sole responsibility of the resident. Once admitted, the Arizona Pioneers' Home will pay half of each dental bill, not related to a pre-existing issue, until the \$1,000 lifetime maximum is reached.
- ✓ **Eye:** Once admitted, the Arizona Pioneers' Home will split the cost 50/50 up to \$150 for costs incurred for a vision exam and when a change of prescription warrants replacement.
- ✓ There is a waiver that can be signed in the event that a pre-admission eye or dental exam cannot be completed or you choose not to complete one. It states the following: "I acknowledge that I have not provided a Pre-Admission Exam to the Arizona Pioneers' Home prior to my admission on _____. Therefore, by signing below I accept full responsibility for any and all expenses I incur after admission until such time that I have an exam to establish a baseline of any pre-existing conditions. It will not be until that time that I may participate in the Home's 50/50 payment of care expenses I incur that are not pre-existing, with a maximum of \$1,000.00 on dental expenses."

MINER'S PACKET

There are two packets for Miners depending on your qualification for residency: Physically Disabled Miners and Miners Qualifying Financially. Those packets include:

Physically Disabled Miners

- ☐ Disabled Miner Physicians Certificate
- ☐ Affidavit of Mining Employment (must be notarized)

Miners Qualifying Financially

- ☐ Residential Financial Disclosure (see Payment for Care for required documentation)
- ☐ Affidavit of Mining Employment (must be notarized)

PIONEER'S PACKET

Forms that only pertain to Pioneers include:

- ☐ Defining Independence
- ☐ Resident Statement (must be notarized)
- ☐ Resident Financial Disclosure (see the next section for requested documents)

Payment for Care Packet: (Pioneers and Miners Qualifying Financially)

The following are required:

- ☐ Residential Financial Disclosure form
- ☐ Bank statements: The most recent three months of bank statements for ALL active checking, savings and money market accounts.
- ☐ If you own a business, the profit generated by the business is considered income. You will need to turn in the most recent three months of all checking, savings, money market accounts, and any other financial accounts related to your business.
- ☐ Social Security: Please turn in the Benefit Amount Letter that the Social Security Administration sends out in December, if you have it.
- ☐ Tax Return for the previous tax year – Federal and State
- ☐ Pension
- ☐ CDs/interest bearing accounts
- ☐ Annuities and/or Dividends
- ☐ Loan payments or receivable payments from others
- ☐ House/property value: address of house/property.
- ☐ Assets: Have you disposed of any assets with a value greater than \$1000, (property or money) in the past 24 months?
- ☐ Trust Fund documents
- ☐ Accounts or income not listed above
- ☐ Part "D" and Supplemental insurance: premium statements
- ☐ Advantage Plan insurance: premium statement
- ☐ Burial plan that you are currently paying on, OR life insurance policy with a face value of \$10,000 or less: (Pioneers only: one of these could be deducted from your rent)

Per Arizona Pioneers' Home policy, prior to admission an applicant is required to furnish the Arizona Pioneers' Home with a credit history report. Debts of this type must be paid out of the monthly spending allowance they are permitted to keep each month.

- ❑ There are several ways to obtain a credit report. You only need to do ONE of these.
 - ✓ Online at <https://www.annualcreditreport.com/requestReport/requestForm.action>
 - ✓ Call ONE of the three reporting companies. We only need ONE report.
 - Equifax 1 (888) 548-7878
 - Experian 1 (888) 397-3742
 - TransUnion 1 (800) 916-8800

FINAL THOUGHTS

Before we can offer an Admissions Meeting, we will need the applicant's most recent two years of medical records. If you turn in the Authorization for Disclosure of Health Information and the Medical Provider List right away, we can start requesting medical records that may take some time to receive.

Our staff will review the completed application and the medical records to determine if an Admissions Meeting can be offered. If offered, after the Admissions Meeting, payment for the above referenced consumer report will be due and the report will be run (\$64.50 non-refundable, make check payable to Arizona Pioneers' Home). This consumer report is for resident screening purposes only, and is strictly confidential. Once we receive the report we will be in touch with a decision.

And that's it! All in less than 90 Days (per Assisted Living licensing regulations).

NEW RESIDENT MOVE-IN CHECKLIST

Planning

- ☐ Who is helping you pack?
- ☐ How are you getting your belongings to the Home?
 - Borrow a truck or other vehicle?
 - Enlist family or friends to load the truck/vehicle for you?
- ☐ Change your address to 300 S. McCormick St., Prescott, AZ 86303
 - Post Office (online or in person)
 - Social Security, Veterans Affairs, Internal Revenue Service, Medicaid and Medicare offices
 - Insurance policies: health, vision, dental, renter's, life
 - Any newspaper or magazine subscriptions you have
 - Medical Providers
 - Family/Friends
 - Cell Phone company
 - Local voter's registration office

Packing

- ☐ Pack separately for Admission Day:
 - Medications for Nursing
 - Accounting forms (you received these at your Admissions Meeting)
- ☐ Shoes, bedroom slippers with grips on the soles, pajamas, housecoat or robe.
- ☐ Clothing: We suggest no more than what will fit into a 3-foot closet and the medium size dresser
- ☐ Chargers for your electronics (we cannot supply these)
- ☐ Bathroom essentials: Cosmetics, hair care, hygiene products
- ☐ Office supplies/envelopes, batteries etc.
- ☐ Cordless earphones are required in shared rooms at the resident's expense.
- ☐ Photos and keepsakes

Please read the chart on the next page to find out what you can and cannot bring to the Arizona Pioneers' Home.

- ✓ Residents sharing a room must have cordless (wireless) headphones as a courtesy to your roommate and anyone next door to you or in the hallway.
- ✓ If you are bringing a microwave or refrigerator, you must bring a stand or table for it to sit on.
- ✓ Landline phone: If you choose to have a landline in your room, you will need to contact the provider you choose and set it up. Landlines are at the resident's expense.
- ✓ Pioneers: After the 60 Days, you are welcome to bring your own furniture, provided it fits in your room.

ALL items (including electronics or any appliance) are subject to approval, denial and/or possible removal at any time during admission or residency.

YES	NO
<u>Blow dryers, curling irons, electric rollers</u> - ONLY if they have an automatic shut off & U/L approved cords	Anything that can be considered toxic, flammable or combustible. Including candles/anything with an open flame.
<u>Sheets & towels</u> APH can provide or use your own	Pets
<u>Shelves</u> Must be purchased by the resident and approved by Maintenance. Maintenance will install them.	Traditional coffee pot/maker
<u>Landline telephone</u> Available at the resident's expense (see the Handbook for more details)	Electric mobility devices (electric wheelchairs, scooters, etc.)
<u>TV/DVD, radio & computer</u> (TV's no larger than 32 inches)	Portable heaters, electric fireplaces
<u>Fans</u> One portable fan of medium size (up to 15-20-inch blades)	Electric heating pads or blankets
<u>Lamps</u> One reading or floor lamp	Extension cords
<u>Wall decorations</u> (Not on more than 20% of the walls – Maintenance will help measure this).	Curtains, window treatments
<u>Microwave</u> (see Handbook for details)	Traditional coffee pot/maker, hot plates toasters
<u>Refrigerator</u> (not to exceed 4.5 cubic inches). Must be purchased, maintained & removed by the resident.	Perfumes or anything scented
<u>Coffee maker</u> YES: Single use only (Keurig style)	
<u>Furniture (Pioneers)</u> During 60-Days: APH supplies a twin bed, dresser, chair & nightstand. After 60-Days: You may use your personal furniture as long as it fits in your new room.	
<u>Furniture (Independent Miners)</u> You may use your personal furniture as long as it fits in your new room.	

PIONEER AND INDEPENDENT MINER MOVE-IN OPTIONS

APH Room # _____ Date of Admission _____

New Resident's Name/Phone number: _____

Resident's contact person's name/phone: _____

PLEASE MARK YOUR CHOICES FOR EACH SECTION

Furniture:

Pioneers: For your 60-Day Adjustment period we provide a twin bed, dresser, chair and locking nightstand. You can bring the following, provided it fits in the shared living space you will have.

- ☐ Locking nightstand
- ☐ Medium size chair

Miners: You may use your personal furniture as long as it fits in your new room. Please list what you plan to bring. _____

Appliances/Electronics:

- ☐ TV _____ inches (no more than 32 inches) ***If you bring a TV you must bring the original remote control, the original cord and the stand and mounting hardware.
- ☐ DVD player
- ☐ Single use coffee maker
- ☐ Microwave w/table or stand
- ☐ Refrigerator w/table or stand
- ☐ Computer
- ☐ Lamp – table or floor
- ☐ Portable fan

**EXAMPLE
FORM**

Linens: You have two options:

- ☐ The Home can provide twin sheets and bath towels. If we provide them, we wash them OR
- ☐ You can bring your own linens and give them to the laundry service with your other items to be washed.

Laundry: Please see the section "Laundry Options" for details., and then mark your choice.

- ☐ Pioneers' Home Laundry Rooms
- ☐ Contracted Outside Laundry Service:
- ☐ Family

Phone Line: Landlines/Wireless home internet are both installed by an outside vendor at the resident's expense.

Yes, I choose to have a landline: _____

Yes, I choose to have a wireless home phone: _____

No, I choose NOT to have a landline or wireless home phone: _____

Resident/Resident Representative's printed name

Resident/Resident Representative's signature

Date


ADMISSION DAY SCHEDULE

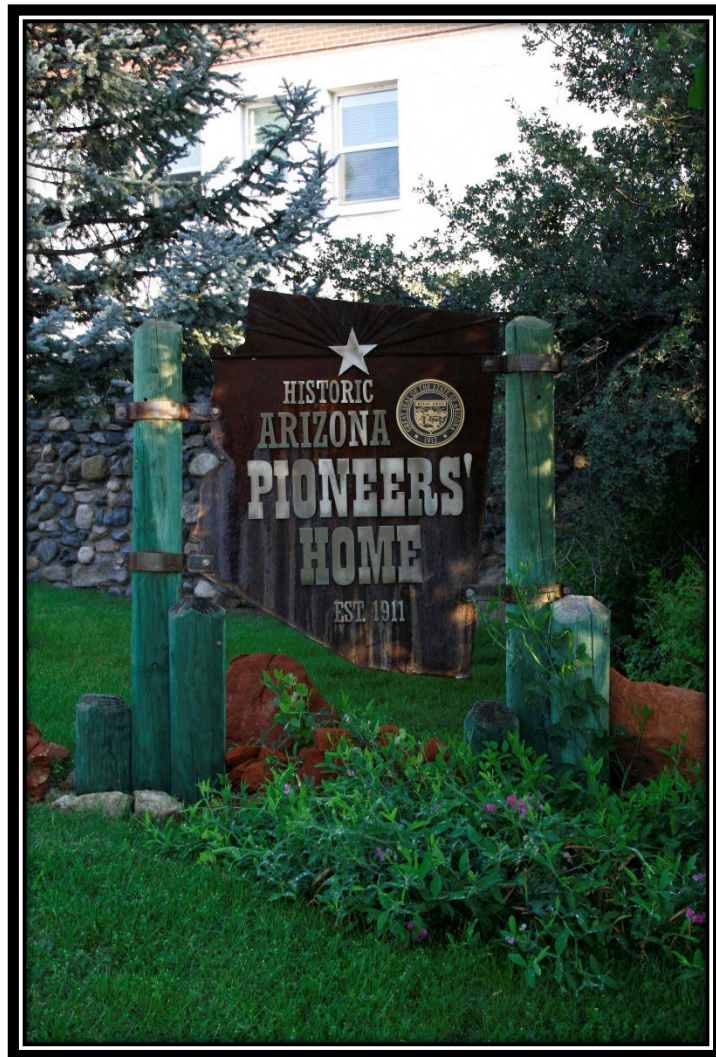
- ♦ ASO - Greeting
 - ✓ Jeanette will greet you and have you sign the Residency Agreement and Handbook Agreement that you hopefully already read ahead of time, and sign your Payment for Care Calculation.
- ♦ Maintenance
 - ✓ Will move your belongings from the vehicle to your new room.
 - ✓ They will also give you the room key.
- ♦ Nursing
 - ✓ Nursing accepts the resident's medications and treatments, including anything over the counter that are packed in a separate bag.
 - ✓ Intake (Assessment, Individual Service Plan)
 - ✓ Medication orders
- ♦ Dietary Services
 - ✓ Assigned Table/Seating
 - ✓ Dietary preferences
- ♦ Resident Advocate
 - ✓ Resident Services Acknowledgements
 - ✓ Set up laundry details
- ♦ Activities
 - ✓ Complete the assessment of the resident
- ♦ Accounting
 - ✓ Collect the following paperwork:
 - Guest account (if participating)
 - ACH form for your Payment for Care
 - Mail Directive

You are now free for the day! The next logical step is lunch as you have probably worked up an appetite by now. Your guests may join you for lunch at APH for the price of \$4.50 per person, cash only please. You, as a new resident, eat for free! Reservations must be made no later than the day prior to your Admission date.

The Next Morning...

- ♦ ASO – Exit Orientation (Meet in the Lobby)
 - ✓ Tour of the Exits to satisfy your Exit Orientation (per the Arizona Department of Health Services)
- ♦ Medical Records
 - ✓ HIPAA
 - ✓ Healthcare and Financial Directives

ARIZONA PIONEERS HOME TV CHANNEL GUIDE					
2	APH CHANNEL	19	HISTORY	36	AZ FAMILY
3	ABC-15 KNXV	20	FREEFORM	37	TBS
4	CBS-5 KPHO	21	HALLMARK MOVIES	38	TLC
5	NBC-12 KPNX	22	AMC	39	TV LAND
6	FOX-10 KSAZ	23	TURNER CLASSIC MOVIES	40	TNT
7	PBS-8 KAET	24	NATIONAL GEOGRAPHIC	41	USA
8	CW-KASW	25	CMT	42	UNIVERSO (Spanish)
9	ESPN	26	FX	43	TRINITY BROADCAST
10	ESPN2	27	HALLMARK	44	A&E
11	ION	28	TRUTV	45	SUNDANCE
12	BALLY - AZ Regional Sports	29	FOX NEWS	46	CLASSIC COUNTRY
13	FOX SPORTS	30	CNN	47	DISCOVERY
14	NBC SPORTS	31	PARAMOUNT	48	ACCUWEATHER
15	BYU	32	E! ENTERTAINMENT	 Brought to you by:	
16	INSP	33	LIFETIME		
17	COMEDY CENTRAL	34	HGTV		
18	ANIMAL PLANET	35	FOOD NETWORK		



Thanks again for your interest in the Arizona Pioneers' Home.
Give us a holler so we can determine if you qualify as a Pioneer or a Miner,
so we can send you the application.
And let us know if you want to come up for a chat on the front porch,
or to pick up an application in person.

We look forward to hearing from you soon!